



भारतीय विमानपत्तन प्राधिकरण

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(श्रेणी -1 'मिनी रत्न' सार्वजनिक क्षेत्र का उद्यम)

नेसुचबअ हवाईअड्डा, कोलकाता-52

विज्ञापन संख्या- 1/2026/एएसी/अप्रेंटिस- स्नातक /डिप्लोमा/आईटीआई (ट्रेड)/ भाविप्रा-नेसुचबअ
हवाईअड्डा

विमानपत्तन निदेशक का कार्यालय, भारतीय विमानपत्तन प्राधिकरण, नेसुचबअ हवाईअड्डा, कोलकाता में वर्ष 2026-27 के लिए स्नातक/डिप्लोमा/ आईटीआई अप्रेंटिस (अप्रेंटिस अधिनियम, 1961 के तहत) के विनियोजन के लिए अधिसूचना ।

भारतीय विमानपत्तन प्राधिकरण (भाविप्रा) (शेड्यूल – 'ए' मिनी रत्न - श्रेणी -1 सार्वजनिक क्षेत्र का उद्यम) का गठन संसद के एक अधिनियम द्वारा किया गया था और यह तत्कालीन राष्ट्रीय विमानपत्तन प्राधिकरण तथा भारतीय अन्तरराष्ट्रीय विमानपत्तन प्राधिकरण के विलय के माध्यम से 1 अप्रैल 1995 को अस्तित्व में आया था। इस विलय के फलस्वरूप एक एकीकृत संगठन का अस्तित्व में आना सुनिश्चित हुआ, जिसे देश के भू-भाग तथा संपूर्ण हवाई क्षेत्र में नागर विमानन अवसंरचना के सृजन, विकास, अनुरक्षण एवं प्रभावी प्रबंधन का दायित्व सौंपा गया ।

भारतीय विमानपत्तन प्राधिकरण, नेताजी सुभाष चंद्र बोस अन्तरराष्ट्रीय हवाईअड्डा, कोलकाता द्वारा पश्चिम बंगाल राज्य के अधिवासी (डोमिसाइल) पात्र उम्मीदवारों से वर्ष 2026-27 के लिए भारतीय विमानपत्तन प्राधिकरण, नेताजी सुभाष चंद्र बोस अंतरराष्ट्रीय हवाईअड्डा, कोलकाता में एक वर्षीय अप्रेंटिसशिप प्रशिक्षण कार्यक्रम हेतु आवेदन आमंत्रित किए जाते हैं।

अप्रेंटिसशिप अवधि के दौरान उम्मीदवार अप्रेंटिस अधिनियम, 1961 (तदनुसार बनाए गए नियमों तथा वर्ष 1973 एवं समय-समय पर किए गए संशोधनों सहित) तथा भारतीय विमानपत्तन प्राधिकरण की संबंधित नीतियों/नियमों के दायरे में आते हैं।

क. पदों और योग्यताओं का विवरण (पदों की संख्या अस्थायी है जिसे घटाया/बढ़ाया जा सकता है):

क्रम सं.	अप्रेंटिसशिप/विभाग के प्रकार	पदों की संख्या	प्रशिक्षण की अवधि	मासिक स्टाइपेंड (रुपये में)	स्थान/ हवाई अड्डा
1	स्नातक अप्रेंटिस- इंजीनियरिंग-सिविल	4	1 वर्ष	15000/- (8850/- (भाविप्रा का हिस्सा) +6150/- (डीबीटी योजना के तहत सरकार का हिस्सा)	विमानपत्तन निदेशक का कार्यालय, भाविप्रा, नेसुचबअ हवाईअड्डा, कोलकाता

क्रम सं.	अप्रेंटिसशिप/विभाग के प्रकार	पदों की संख्या	प्रशिक्षण की अवधि	मासिक स्टाइपेंड (रुपये में)	स्थान/ हवाई अड्डा
2	डिप्लोमा अप्रेंटिस- इंजीनियरिंग-सिविल	5	1 वर्ष	12000/- (6550/- (भाविप्रा का हिस्सा) +5450/- (डीबीटी योजना के तहत सरकार का हिस्सा)	विमानपत्तन निदेशक का कार्यालय, भाविप्रा, नेसुचबअ हवाईअड्डा, कोलकाता
3	स्नातक अप्रेंटिस- इंजीनियरिंग-वैद्युत	5	1 वर्ष	15000/- (8850/- (भाविप्रा का हिस्सा) +6150/- (डीबीटी योजना के तहत सरकार का हिस्सा)	
4	डिप्लोमा अप्रेंटिस- इंजीनियरिंग-वैद्युत	6	1 वर्ष	12000/- (6550/- (भाविप्रा का हिस्सा) +5450/- (डीबीटी योजना के तहत सरकार का हिस्सा)	
5	ट्रेड अप्रेंटिस (आईटीआई)- इंजीनियरिंग-वैद्युत	2	1 वर्ष	10560/- (भाविप्रा द्वारा)	
6	स्नातक अप्रेंटिस- (इलेक्ट्रॉनिक्स एवं कम्यूनिकेशन)	3	1 वर्ष	15000/- (8850/- (भाविप्रा का हिस्सा) +6150/- (डीबीटी योजना के तहत सरकार का हिस्सा)	
7	डिप्लोमा अप्रेंटिस- (इलेक्ट्रॉनिक्स एवं कम्यूनिकेशन)	3	1 वर्ष	12000/- (6550/- (भाविप्रा का हिस्सा) +5450/- (डीबीटी योजना के तहत सरकार का हिस्सा)	
8	ट्रेड अप्रेंटिस (आईटीआई)- (इलेक्ट्रॉनिक्स एवं मेकैनिक्स)	2	1 वर्ष	10560/- (भाविप्रा द्वारा)	
9	स्नातक अप्रेंटिस- (आई टी)	4	1 वर्ष	15000/- (8850/- (भाविप्रा का हिस्सा) +6150/- (डीबीटी योजना के तहत सरकार का हिस्सा)	
10	स्नातक अप्रेंटिस- (टेक्निकल)	1	1 वर्ष	15000/- (8850/- (भाविप्रा का हिस्सा) +6150/- (डीबीटी योजना के तहत सरकार का हिस्सा)	

क्रम सं.	अप्रेंटिसशिप/विभाग के प्रकार	पदों की संख्या	प्रशिक्षण की अवधि	मासिक स्टाइपेंड (रुपये में)	स्थान/ हवाई अड्डा
11	डिप्लोमा अप्रेंटिस- (टेक्निकल)	1	1 वर्ष	12000/- (6550/- (भाविप्रा का हिस्सा) +5450/- (डीबीटी योजना के तहत सरकार का हिस्सा)	विमानपत्तन निदेशक का कार्यालय, भाविप्रा, नेसुचबअ हवाईअड्डा, कोलकाता
12	ट्रेड अप्रेंटिस (आईटीआई)- कम्प्यूटर ऑपरेटर एवं प्रोग्रामिंग असिस्टेंट (सीओपीए)	2	1 वर्ष	9600/- (भाविप्रा द्वारा)	

आवेदन की अंतिम तिथि: 24 अगस्त, 2026 (कृपया आवेदन करने से पहले सामान्य अनुदेश ध्यान से पढ़ें)

ख. शैक्षिक अर्हता:

- 1. स्नातक अप्रेंटिस:** उम्मीदवारों के पास एआईसीटीई, भारत सरकार द्वारा मान्यता प्राप्त ऊपर बताई गई/समकक्ष स्ट्रीम में इंजीनियरिंग में पूर्णकालिक, (नियमित पाठ्यक्रम) चार साल की डिग्री होनी चाहिए।
- 2. डिप्लोमा अप्रेंटिस:** उम्मीदवारों के पास एआईसीटीई, भारत सरकार द्वारा मान्यता प्राप्त ऊपर बताई गई/समकक्ष स्ट्रीम में इंजीनियरिंग में पूर्णकालिक, तीन साल का (नियमित पाठ्यक्रम) डिप्लोमा होना चाहिए।
- 3. आईटीआई ट्रेड अप्रेंटिस:** उम्मीदवारों के पास भारत सरकार के महानिदेशालय प्रशिक्षण (डी.जी.टी.) द्वारा प्रदान किया गया संबंधित/समकक्ष ट्रेड/विशेषज्ञता/विषय में आई.टी.आई. एन.सी.वी.टी. प्रमाण-पत्र होना चाहिए।

ग. शर्तें :

1. अप्रेंटिसों को केवल **भारतीय विमानपत्तन प्राधिकरण, नेताजी सुभाष चंद्र बसु अंतरराष्ट्रीय हवाईअड्डा, कोलकाता** में ही अप्रेंटिसशिप प्रशिक्षण प्राप्त करना होगा।
2. समय-समय पर संशोधित अप्रेंटिस अधिनियम, 1961 के प्रावधानों के अनुसार, जिन उम्मीदवारों ने अपनी अप्रेंटिसशिप पूरी कर ली है, बीच में छोड़ दी है, या जो समान योग्यता के साथ अन्य संगठनों या भाविप्रा में अप्रेंटिसशिप कर रहे हैं, वे अप्रेंटिस के रूप में जुड़ने के पात्र नहीं होंगे।
3. अप्रेंटिस अधिनियम, 1961 के अनुसार, वे उम्मीदवार जिन्होंने आवश्यक शैक्षिक योग्यता प्राप्त करने के उपरांत एक वर्ष या उससे अधिक अवधि का अप्रेंटिसशिप प्रशिक्षण अथवा नौकरी का कार्यानुभव प्राप्त किया है, उन्हें अप्रेंटिस के रूप में विनियोजन किए जाने के लिए पात्र नहीं माना जाएगा।

घ. पात्रता मानदंड :

1. केवल वे भारतीय नागरिक जिनका अधिवास (डोमिसाइल) पश्चिम बंगाल में है पात्र होंगे।
2. जिन उम्मीदवारों ने वर्ष 2022 में या 2022 के बाद डिग्री/डिप्लोमा/आईटीआई पास किया है, वे ही पात्र हैं।
3. आयु सीमा : 24/08/2026 को न्यूनतम आयु 18 वर्ष से कम नहीं होनी चाहिए और अधिकतम आयु 26 वर्ष होनी चाहिए। भारत सरकार के दिशा-निदेशों के अनुसार अनुसूचित जाति/अनुसूचित जनजाति/ अन्य पिछड़ा वर्ग/दिव्यांगजन, आदि श्रेणियों के उम्मीदवारों को अधिकतम आयु सीमा में छूट लागू है।

ड. चयन की प्रक्रिया:

1. स्नातक और डिप्लोमा अप्रेंटिस की रिक्तियों की संख्या केवल बीओपीटी/एनएटीएस वेबसाइट के माध्यम से विज्ञापित की जाएगी।
2. आईटीआई ट्रेड अप्रेंटिस की रिक्तियों की संख्या केवल आर डी ए टी/एन ए पी एस की वेबसाइट के माध्यम से विज्ञापित की जाएगी।
3. केवल बीओपीटी/एनएटीएस और आर डी ए टी/एन ए पी एस के कार्यालय वेबसाइट से प्राप्त उम्मीदवारों के नामांकनों पर ही अनंतिम चयन के लिए विचार किया जाएगा।
4. उम्मीदवारों का अनंतिम चयन आवश्यक शैक्षणिक योग्यता में प्राप्त अंकों के प्रतिशत (%) के आधार पर होगा।
5. आवेदक की उम्मीदवारी अनंतिम होगी। शॉर्टलिस्ट किए गए उम्मीदवारों को केवल उनके पंजीकृत ई-मेल आईडी के माध्यम से साक्षात्कार/दस्तावेज सत्यापन के लिए बुलाया जाएगा।
6. अंतिम चयन, साक्षात्कार/प्रमाण पत्रों के सत्यापन और कार्यग्रहण के समय मेडिकल फिटनेस प्रमाण-पत्र जमा करने के आधार पर होगा।
7. चयनित उम्मीदवारों को केवल विमानपत्तन निदेशक का कार्यालय, भाविप्रा, नेसुचबअ हवाईअड्डा, कोलकाता - 52 में अप्रेंटिस के रूप में रखा जाएगा।

च. सामान्य निदेश:

1. इच्छुक उम्मीदवारों को एनएटीएस/बीओपीटी/आरडीएटी के वेब पोर्टल <https://nats.education.gov.in> (स्नातक /डिप्लोमा अप्रेंटिस के लिए) और www.apprenticeshipindia.org (आईटीआई ट्रेड के लिए) के माध्यम से आवेदन करना होगा। इसके लिए उन्हें संस्थान भारतीय विमानपत्तन प्राधिकरण, विमानपत्तन निदेशक का कार्यालय, नेसुचबअ हवाईअड्डा, कोलकाता-52 (EWBPNC000002- स्नातक/डिप्लोमा अप्रेंटिस के लिए) या (E06161900020- आईटीआई ट्रेड अप्रेंटिस के लिए) दूढ़ना होगा और अगले पेज पर अप्लाई बटन पर क्लिक करना होगा। आवेदन सफलतापूर्वक प्रस्तुत किए जाने के पश्चात् "Successfully applied for the training position. Based on availability, you will be contacted by the establishment" ("प्रशिक्षण पद हेतु आवेदन किया गया है। उपलब्धता के आधार पर आपसे संपर्क किया जाएगा") संदेश प्रदर्शित होगा। यदि आवश्यक हो तो संबंधित वेबसाइट पर रजिस्ट्रेशन की प्रक्रिया और खाली पदों के लिए आवेदन के बारे में अधिक जानकारी के लिए स्नातक/डिप्लोमा अप्रेंटिस के लिए एनएटीएस/बीओपीटी और ट्रेड/आईटीआई अप्रेंटिस के लिए एनएपीएस के कार्यालय/वेबसाइट से संपर्क किया जा सकता है।

2. उम्मीदवारों को भाविप्रा में अप्रेंटिसशिप प्रशिक्षण के लिए आवेदन करने से पहले, स्नातक/डिप्लोमा अप्रेंटिस के लिए एनएटीएस/बीओपीटी और ट्रेड/आईटीआई अप्रेंटिस के लिए एनएपीएस के संबंधित पोर्टल पर खुद को अनिवार्यतः रजिस्टर करना होगा। केवल एनएटीएस/ बीओपीटी / एनएपीएस के माध्यम से ऑनलाइन मोड में प्राप्त हुए आवेदनों पर ही विचार किया जाएगा। **किसी भी दूसरे तरीके/मोड से किए गए पत्राचार/संपर्क/आवेदन पर बिल्कुल भी विचार नहीं किया जाएगा।**
3. दस्तावेजों का सत्यापन/साक्षात्कार/कार्यग्रहण, आदि के लिए कोई यात्रा भत्ता/दैनिक भत्ता नहीं दिया जाएगा।
4. चुने जाने वाले उम्मीदवारों की संख्या केवल सांकेतिक है, जिसमें बिना किसी और सूचना के बदलाव किया जा सकता है।
5. अप्रेंटिसशिप की अवधि के दौरान, उम्मीदवारों पर अप्रेंटिस अधिनियम, 1961, (इसके अंतर्गत बनाए गए नियम और समय-समय पर किए गए संशोधन) और भाविप्रा की नीतियाँ/नियम लागू होंगे।
6. अनुसूचित जाति/अनुसूचित जनजाति/अन्य पिछड़ा वर्ग/दिव्यांगजन, आदि के लिए लागू आरक्षण का अनुपालन किया जाएगा, तथापि आरक्षित श्रेणी में उम्मीदवारों के न मिलने पर इसे दूसरी आरक्षित श्रेणी / सामान्य श्रेणी से भरा जाएगा।
7. **भारतीय विमानपत्तन प्राधिकरण अप्रेंटिस को नियमित/अनुबंध पर नौकरी देने के लिए बाध्य नहीं है।** उन्हें इस अप्रेंटिसशिप के आधार पर किसी भी समय भाविप्रा से नियमित/अनुबंध पर नौकरी का दावा करने का कोई अधिकार नहीं होगा। यह प्रशिक्षण कार्यक्रम भाविप्रा पर अप्रेंटिस को कोई नौकरी देने की जिम्मेदारी नहीं डालेगा। भाविप्रा प्रबंधन किसी भी तरह की नौकरी/प्लेसमेंट/एंगेजमेंट के लिए कोई जिम्मेदारी नहीं लेता है।
8. पात्रता, आवेदनों को स्वीकार या अस्वीकार करना, चयन की प्रक्रिया, चयन प्रक्रिया को आंशिक अथवा पूर्ण रूप से निरस्त करने सहित सभी मामलों में प्रबंधन का निर्णय अंतिम एवं बाध्यकारी होगा। इस संबंध में किसी भी प्रकार के पत्राचार पर विचार नहीं किया जाएगा। सीटों को भरना पूर्णतः प्रबंधन के विवेकाधिकार पर निर्भर होगा, जो उम्मीदवारों की उपयुक्तता के आधार पर किया जाएगा। उम्मीदवारों की अनुपयुक्तता अथवा अपर्याप्त संख्या के कारण यदि कुछ सीटें रिक्त रह जाती हैं, तो इस संबंध में किसी भी प्रकार के दावे पर विचार नहीं किया जाएगा।
9. भाविप्रा प्रबंधन उम्मीदवार /संगठन का चयन न होने/कॉल लेटर जारी न होने पर जवाब देने की कोई जिम्मेदारी नहीं लेता है।
10. एपीएएआर आईडी सहित अपनी प्रोफाइल को अपडेट करवाना और संबंधित क्षेत्रीय बोर्ड/कार्यालय से उसे सत्यापित करवाना पूरी तरह से उम्मीदवारों की जिम्मेदारी होगी।
11. **एक से अधिक विषय के लिए आवेदन करने वाले उम्मीदवारों पर विचार नहीं किया जाएगा एवं उनका आवेदन रद्द कर दिया जाएगा।**
12. **कोई आवेदन शुल्क नहीं लिया जा रहा है।**
13. चयनित आवेदक की उम्मीदवारी अनंतिम होगी, जो सभी प्रमाण-पत्रों के सत्यापन तथा कार्यभार ग्रहण के समय चिकित्सीय रूप से स्वस्थ होने (मेडिकल फिटनेस) (केवल सरकारी चिकित्सा अधिकारी/सरकारी उपक्रम के चिकित्सा अधिकारी से प्राप्त) का प्रमाण-पत्र एवं जन्म प्रमाण-पत्र प्रस्तुत किए जाने के अधीन होगी।
14. चयन प्रक्रिया के किसी भी चरण में अथवा अप्रेंटिसशिप अवधि के दौरान यदि यह पाया जाता है कि उम्मीदवार द्वारा कोई गलत, अपूर्ण अथवा भ्रामक जानकारी प्रदान की गई है, तो उसकी उम्मीदवारी/विनियोजन रद्द किया जा सकता है।

15. स्नातक/डिप्लोमा अप्रेंटिसशिप के लिए इच्छुक उम्मीदवार पंजीकरण और इस संबंध में स्पष्टीकरण के लिए ई-मेल: natssupport_student@aicte-india.org , ईमेल: info@boater.org , https://nats.education.gov.in/student_type.php , फोन नंबर +91-33-2337 0750/2337 0751 और 011-29581332 पर संपर्क कर सकते हैं।
16. आईटीआई ट्रेड अप्रेंटिस के इच्छुक उम्मीदवार पंजीकरण और इस संबंध में स्पष्टीकरण के लिए ईमेल: apprenticeship@nsdcindia.org, वेबसाइट: <https://www.apprenticeshipindia.gov.in/> और लैडलाइन: 88000 55555 व 180001239626 पर संपर्क कर सकते हैं।



भारतीय विमानपत्तन प्राधिकरण
AIRPORTS AUTHORITY OF INDIA
(A Category - 1 'Miniratna' Public Sector Enterprise),
NSCBI Airport, Kolkata-52

ADVT. NO. 1/2026/AAC/APPRENTICE-GRADUATE/DIPLOMA/ITI(TRADE)/AAI-NSCBI AIRPORT

Notification for Engagement of Graduate/Diploma/ITI Apprentices (under Apprentices Act, 1961) for FY. 2026-27 at the O/o the Airport Director, Airports Authority of India, NSCBI Airport, Kolkata

Airports Authority of India (AAI) (Schedule – 'A' Miniratna Category-1 Public Sector Enterprise) was constituted by an Act of Parliament and came into existence on 1st April, 1995 by merging erstwhile National Airports Authority and International Airports Authority of India. The merger brought into existence a single organization entrusted with the responsibility of creating, upgrading, maintaining and managing civil aviation infrastructure both on the ground and air space in the country.

Airports Authority of India, NSCBI Airport, Kolkata is inviting applications from the eligible **candidates who are having domiciles of West Bengal** for an Apprenticeship Training Program of **one year** for the FY. **2026-27** at **the O/o the Airport Director, AAI, NSCBI Airport, Kolkata.**

During the period of Apprenticeship, the candidates are governed by **Apprentices Act 1961 (Rules made thereunder and amended in 1973 and till date)** and commensurate policies/rules of the Airports Authority of India.

A. Details of posts and qualifications (No. of posts are tentative that can be decreased/increased):

Sl. No.	Types of Apprenticeship/ Department	No. of posts	Duration of Training	Monthly Stipend (In Rs)	Location/ Airport
1.	Graduate Apprentice- Engg. Civil	4	1 year	15000/- (8850/- (AAI Share)+ 6150/-(Govt. Share under DBT scheme)	O/o the Airport Director, AAI, NSCBI Airport, Kolkata
2.	Diploma Apprentice- Engg. Civil	5	1 year	12000/- (6550/- (AAI Share)+ 5450/-(Govt. Share under DBT scheme)	
3	Graduate Apprentice- Engg. Electrical	5	1 year	15000/- (8850/- (AAI Share)+ 6150/-(Govt. Share under DBT scheme)	
4	Diploma Apprentice- Engg. Electrical	6	1 year	12000/- (6550/- (AAI Share)+ 5450/-(Govt. Share under DBT scheme)	
5	Trade Apprentice (ITI)- Engg. Electrical	2	1 year	10560/- (By AAI)	

Sl. No.	Types of Apprenticeship/ Department	No. of posts	Duration of Training	Monthly Stipend (In Rs)	Location/ Airport
6	Graduate Apprentice- (Electronics and Communication)	3	1 year	15000/- (8850/- (AAI Share)+ 6150/-(Govt. Share under DBT scheme)	O/o the Airport Director, AAI, NSCBI Airport, Kolkata
7	Diploma Apprentice- (Electronics and Tele Communication)	3	1 year	12000/- (6550/- (AAI Share)+ 5450/-(Govt. Share under DBT scheme)	
8	Trade Apprentice (ITI) - (Electronics & Mechanics)	2	1 year	10560/- (By AAI)	
9	Graduate Apprentice- (IT)	4	1 year	15000/- (8850/- (AAI Share)+ 6150/-(Govt. Share under DBT scheme)	
10	Graduate Apprentice- (Technical)	1	1 year	15000/- (8850/- (AAI Share)+ 6150/-(Govt. Share under DBT scheme)	
11	Diploma Apprentice- (Technical)	1	1 year	12000/- (6550/- (AAI Share)+ 5450/-(Govt. Share under DBT scheme)	
12	Trade Apprentice (ITI) - Computer Operator and programming assistant (COPA)	2	1 year	9600/- (By AAI)	

Last date of application: 24-AUGUST-2026 (please read the general instructions carefully before applying)

B. Educational Qualification:

- 1 Graduate Apprentice:** Candidates should possess full time (regular) four years' degree in Engineering in any of the above-mentioned / equivalent streams, recognized by AICTE, GOI.
- 2 Diploma Apprentice:** Candidates should possess full time three years (regular) diploma in Engineering in any of the above-mentioned / equivalent streams, recognized by AICTE, GOI.
- 3 ITI Trade Apprentice:** Candidates should possess ITI NCVT certificate with concerned/equivalent trade/specialization/discipline awarded by Directorate General of Training, Govt. of India.

C. Conditions:

- Apprentices shall have to undergo Apprenticeship training at **the O/o the Airport Director AAI, NSCBI Airport, Kolkata only.**
- As per the provisions of the Apprentices Act, 1961 as amended from time to time, candidates who have already completed their apprenticeship or terminated their apprenticeship midway or are pursuing in other organizations or in AAI with the same qualification level, **shall not be eligible for engagement as apprentice.**

3. As per the Apprentices Act, 1961, candidates who had apprenticeship training/job experience for a period of 1 year or more after the attainment of essential qualifications, **shall not be eligible for engagement as apprentice.**

D. Eligibility Criteria:

1. **Indian Nationals having domicile of West Bengal are only eligible.**
2. Candidates passed degree/diploma/ITI **in 2022 or after 2022** are eligible.
3. Age limit: Minimum Age should not be less than 18 Years and Maximum Age is of 26 years as on **24 /08/2026.** (Relaxation in upper age limit for categories like SC/ST/OBC/PWD etc. as per Govt. of India guidelines is applicable)

E. Mode of Selection:

1. Numbers of vacancies of Graduate and Diploma Apprentices to be advertised through the BOPT/NATS website only.
2. Numbers of vacancies of ITI Trade Apprentices to be advertised through the RDAT/NAPS website only.
3. The nominations of candidates received from the office/website of BOPT/NATS and RDAT/NAPS only to be considered for provisional selection
4. Provisional selection of the candidates would be based on percentage (%) of marks in the required educational qualification.
5. The candidature of the applicant would be provisional. The shortlisted candidates will be called for Interview/Document verification through their registered email IDs only.
6. The final selection will be based on Interview/verification of certificates and submission of Medical Fitness Certificate at the time of joining.
7. The selected candidates will be engaged as apprentice at **the O/o the Airport Director, AAI, NSCBI Airport, Kolkata -52 ONLY.**

F. General Instructions:

1. The interested candidates are required to apply through **NATS/BOPT/RDAT's** web portal <https://nats.education.gov.in> (graduate/diploma apprentices) and www.apprenticeshipindia.org (for ITI Trade) by finding establishment **Airports Authority of India, O/o Airport Director, NSCBI Airport, Kolkata-52** (**EWBPNC000002- for graduate/diploma apprentices**) or (**E06161900020 for ITI Trade Apprentice**) and click on the apply button in the next page. After successful application the message, "Successfully applied for the training position. Based on availability, you will be contacted by the establishment", will appear.

For more details about the process of registration on concerned website and application against the vacancies, the office/website of NATS/BOPT for Graduate /Diploma Apprentices and NAPS for Trade/ITI apprentices may be contacted or communicated for the same, if required.

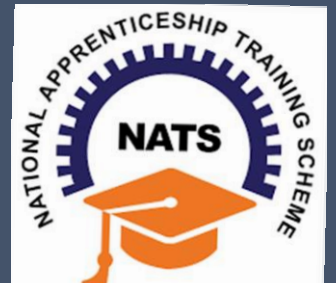
2. **Candidates must register themselves with the concerned portal of NATS / BOPT for Graduate / Diploma Apprentices and NAPS portal for Trade / ITI apprentices prior to applying for apprenticeship training in AAI without fail. Applications received in online mode through NATS/ BOPT/ NAPS portal will only be considered. *Correspondence / Communication/ applications***

in any other manner / mode will not be entertained summarily.

3. No TA/DA will be provided for document verification/interview/joining etc.
4. The number of candidates to be engaged is indicative only which may undergo without any further notification.
5. During the period of apprenticeship, candidates will be governed by the Apprentices Act, 1961, (Rules made thereunder and amended from time to time) and the policies/rules of the AAI.
6. Reservation for SC/ST, OBC and PWD etc. as applicable will be followed, however, in case of non-availability of candidates in reserved category it will be filled from other reserved categories/general categories.
7. **Airports Authority of India has no obligation to give regular / contractual employment to Apprentices.** They shall have no right to claim regular/contractual employment from AAI on the basis of this apprenticeship at any point of time. This training program shall not create any liability on AAI for providing any job to the Apprentice. AAI management does not take any responsibility for any sort of employment/placement/engagement.
8. The decision of Management will be final and binding on all candidates on all matters relating to eligibility, acceptance or rejection of the applications, mode of selection, cancellation of the selection process either in part or full, etc. No correspondence will be entertained in this regard. Filling up of the seats is solely at the discretion of the management based on suitability of candidates and no claim will be entertained, if some of these seats are not filled due to unsuitability/insufficient number of candidates.
9. AAI Management does not take any responsibility to reply to the candidate/organization for non-selection /non-issuance of call letter.
10. It shall be the sole responsibility of the candidates to get their profile updated including APAAR ID and verified from the respective/concerned regional Board/office.
11. Candidates applying for **more than one discipline will not be considered and their application will be rejected**
12. **No Application Fee is being charged.**
13. The candidature of the selected applicant would be provisional, subject to verification of all certificates and submission of certificate of Medical Fitness (to be obtained only from a Government Medical officer/Medical Officer of a Government Undertaking) and Birth certificate at the time of joining.
14. At any stage of selection process/ during the period of apprenticeship if it is found that the candidate has furnished false / impartial or incorrect information, then the candidature/engagement of the candidate is liable to be cancelled.
15. Interested candidate for Graduate/Diploma Apprentices may contact Email at: natssupport_student@aicte-india.org , email: info@boater.org, https://nats.education.gov.in/student_type.php, Phone no +91-33-2337 0750/2337 0751 and 011-29581332 for registration and clarifications in this context.
16. Interested candidate for ITI Trade Apprentices may contact email at : apprenticeship@nsdcindia.org and <https://www.apprenticeshipindia.gov.in/> and Landline: 88000 55555 and 180001239626 for registration and clarifications in this context.

NATIONAL APPRENTICESHIP TRAINING SCHEME (NATS) 2.0 PORTAL

**Portal Functionalities Walkthrough - Students
Manual**



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Overview

National Apprenticeship Training Scheme is one of the flagship programmes of Government of India for Skilling Indian Youth in Trade disciplines. The National Apprenticeship Training Scheme under the provisions of the Apprentices Act, 1961 amended in 1973; offers Graduate, Diploma students and Vocational certificate holders; a practical, hands-on On-the-Job-Training (OJT) based skilling opportunities with duration ranging from 6 months to 1 year.

Modules & Functionality

Students play the critical role in NATS 2.0 Portal of posting apprenticeship advertisements aligned to their manpower requirements. The following modules pertain to the apprenticeship related activities a student is responsible for:

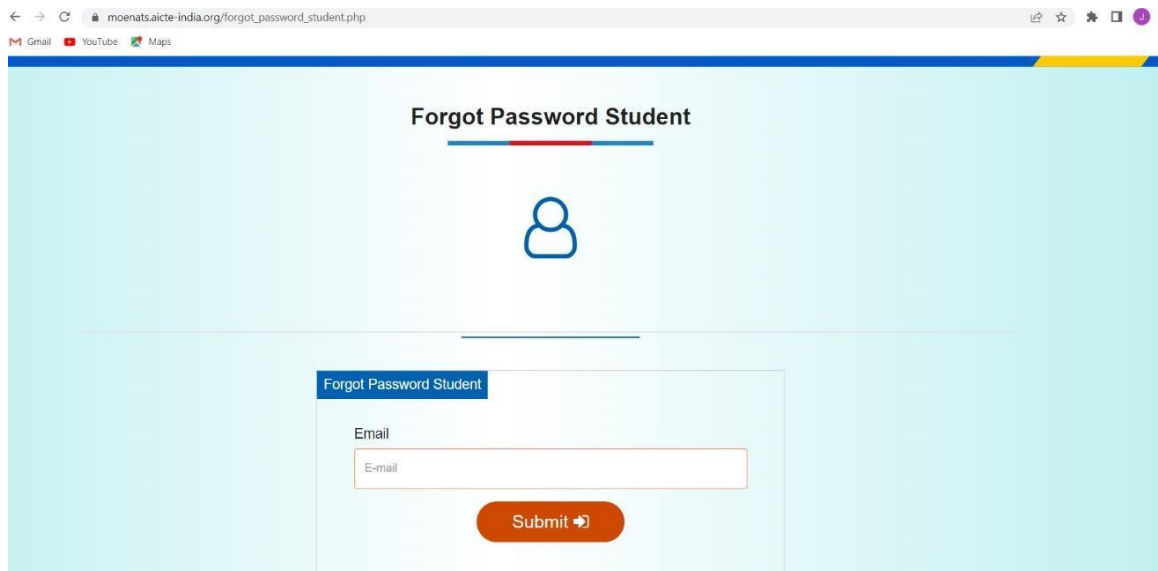
- Step 1:** Registration
- Step 2:** Profile filling
- Step 3:** Apply for apprenticeship available
- Step 4:** Application Management
- Step 5:** Contract creation
- Step 6:** Profile Lock
- Step 7:** Record of progress
- Step 8:** Download COP, after successful completion of apprenticeship program.
- Step 9:** Employment Opportunities

Below is each of these modules elaborated along with screenshots.

Resetting password (upgraded portal)

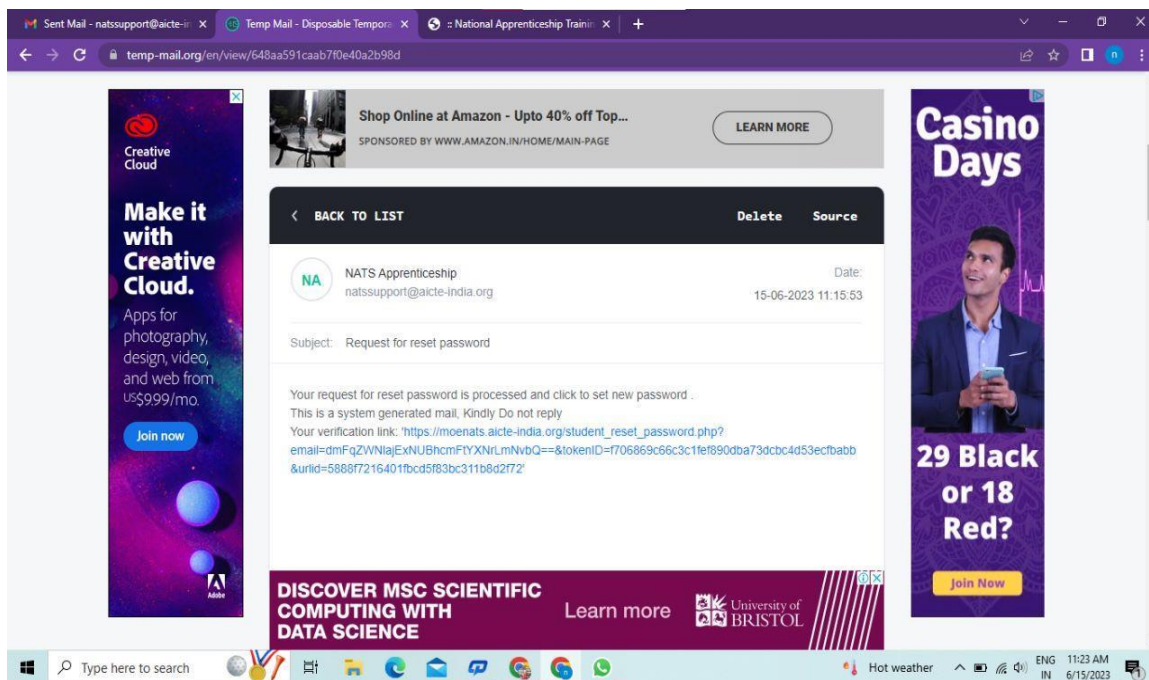
Step 1: Click on the below link,

https://moenats.aicte-india.org/forgot_password_student.php



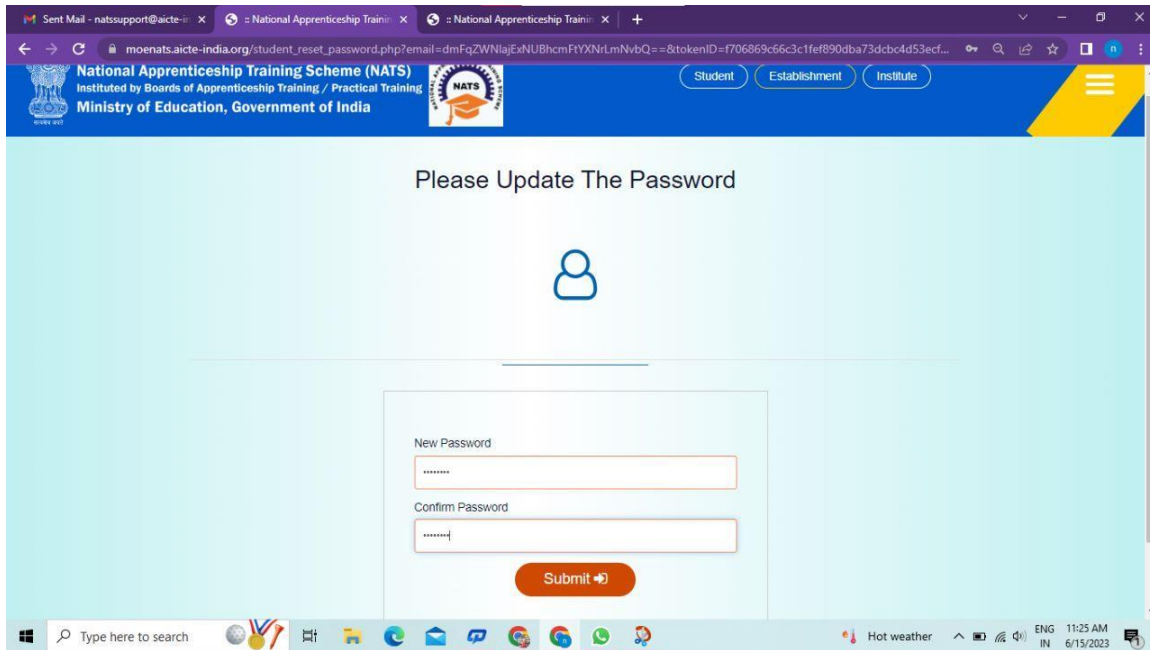
The screenshot shows a web browser window with the URL moenats.aicte-india.org/forgot_password_student.php. The page has a light blue background with a white box in the center. At the top of the white box, it says "Forgot Password Student" with a red underline. Below this is a blue outline of a person's head and shoulders. Further down, there is a blue header "Forgot Password Student" above a white form. The form has a label "Email" and a text input field containing "E-mail". Below the input field is an orange "Submit" button with a right-pointing arrow.

Step 2: Enter your email, a password reset email will be received to the email.



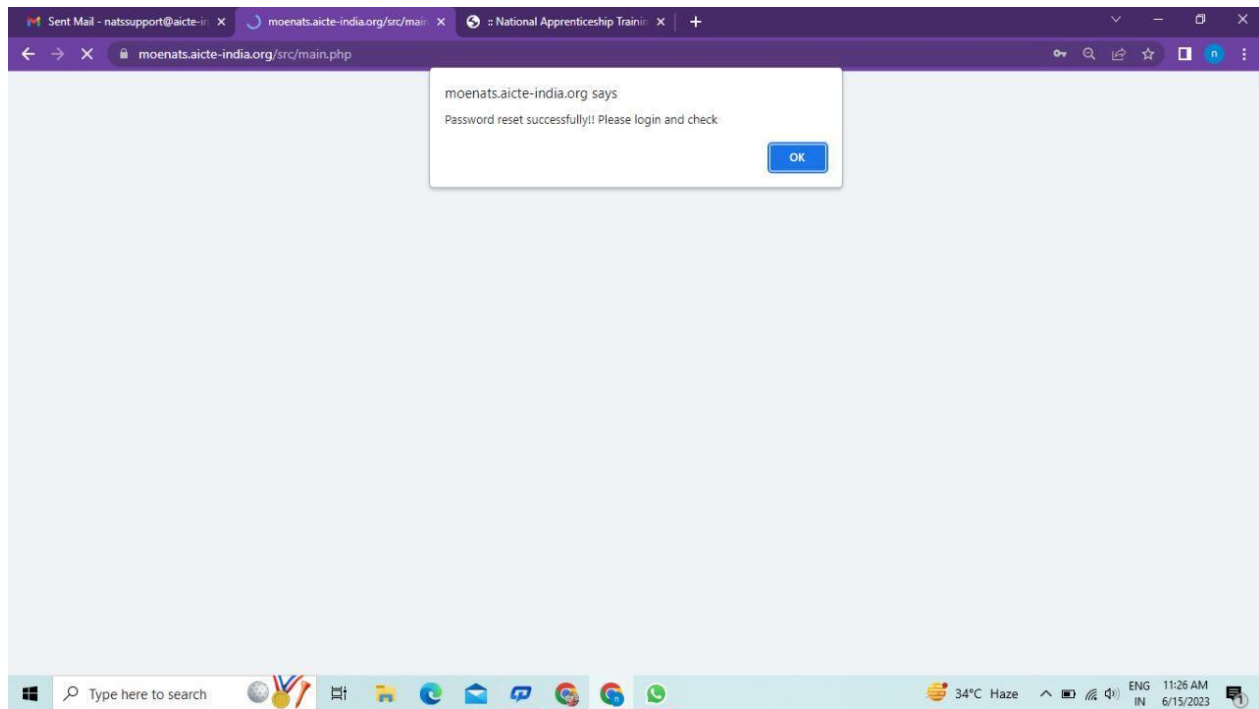
Step 3: Open the email and click on the link, and it will be redirected to the password reset page.

Step 4: From this page, you will be prompted to enter the password two times for confirmation.



The screenshot shows a web browser window with the URL `moenats.aicte-india.org/student_reset_password.php?email=dmFgZWNIajExNU8hcmFYXNlMmNvbQ==&tokenID=f706869c66c3c1fef890dba73dcbcd4d53ecf...`. The page header includes the NATS logo and the text "National Apprenticeship Training Scheme (NATS) Instituted by Boards of Apprenticeship Training / Practical Training Ministry of Education, Government of India". There are navigation buttons for "Student", "Establishment", and "Institute". The main heading is "Please Update The Password" with a user icon. Below this is a form with two input fields: "New Password" and "Confirm Password", both containing masked characters. A "Submit" button is at the bottom of the form. The Windows taskbar at the bottom shows the search bar, various application icons, and system information including "Hot weather", "ENG IN", "11:25 AM", and "6/15/2023".

Step 5: A success pop-up will appear on screen & the password is shared over your email in return.



Step 6: To Login Visit https://moenats.aicte-india.org/student_login.php , enter your login credentials to login as student.

1. Student Registration

Students are expected to register on the NATS 2.0 Portal with their preliminary details before they are enrolled in apprenticeship.

Student registration url: https://moenats.aicte-india.org/student_register.php.

Following the above details, student is asked to fill the below details,

- Basic details – Name, Father/Mother's name, Aadhar no.
- Educational details – Course/Institute details
- Communication information- Address, Mobile no
- Training preference – Preferred field/location for apprenticeship
- Bank details

Below are the student registration form screenshots.

Registration form for Students

The screenshot shows a web browser window with the URL moenats.aicte-india.org/student_register.php. The page title is "Student Register". Below the title, there is a paragraph explaining the enrollment module: "This Enrollment module of student facilitates to the Pass-Outs in Graduate in Engineering / Technology, Graduate in General Stream, Graduate in Vocational, Diploma in Engineering / Technology, Diploma in General Stream, Diploma in Vocational. The Students pursuing sandwich courses should contact their institution for enrollment." The form contains several fields: "Have you undertaken any previous training as part of the apprenticeship programme (except sandwich apprenticeship)" with a dropdown menu showing "NO"; "Do you have any work experience of one year or more" with a dropdown menu showing "NO"; "Have you passed out through Regular / Part Time / Distance" with a dropdown menu showing "DISTANCE"; "Name *" with a text input field containing "MANISHA"; "Date of Birth *" with a text input field containing "09/16/2001"; "Gender*" with a dropdown menu showing "FEMALE"; "Category *" with a dropdown menu showing "OBC"; "Aadhar Number(Pattern xxxx xxxx xxxx)*" with a text input field containing "XXXX XXXX 7578"; and "Upload Aadhar Card (only pdf size < 1MB) *" with a "Choose File" button and the filename "adhar.pdf". The Windows taskbar at the bottom shows the time as 4:34 PM on 6/12/2023, with a temperature of 40°C and a haze condition.

Student Register

This Enrollment module of student facilitates to the Pass-Outs in Graduate in Engineering / Technology, Graduate in General Stream, Graduate in Vocational, Diploma in Engineering / Technology, Diploma in General Stream, Diploma in Vocational. The Students pursuing sandwich courses should contact their institution for enrollment.

Have you undertaken any previous training as part of the apprenticeship programme (except sandwich apprenticeship)

NO

Do you have any work experience of one year or more

NO

Have you passed out through Regular / Part Time / Distance

DISTANCE

Name *

MANISHA

Date of Birth *

09/16/2001

Gender*

FEMALE

Category *

OBC

Aadhar Number(Pattern xxxx xxxx xxxx)*

XXXX XXXX 7578

Upload Aadhar Card (only pdf size < 1MB) *

Choose File adhar.pdf

Registration form for Students (cont.)

moenats.aicte-india.org/student_register.php

State to Which Institute Belongs *
DELHI

District to Which Institute Belongs *
NEW DELHI

Institute Name (If institute name not appearing in drop down , please contact natssupport@aicte-india.org)*
ASHOK INSTITUTE OF HOSPITALITY AND TOURISM MANAGEMENT 6568

Select Graduate in Engg./Tech in case of B.E./B.Tech/B.Pharma/B.Arch/B.HMCT/B.Lib/B.E.Aagri/B.E.Dairy/B.E.Biotech/B.Food/B.Fashion Degree/BCA/BFA/BBA/BBS/BEM/BD/BPA/BSW/BA/BCOM/BSC/BscAgri/BscDairy/BscBiotech/BscFood
Select Diploma in Engg./Tech in case Polytechnic – Engg/Pharma/Arch/HMCT/Lib/Agri/Food/Fashion/MoP/Secretarial/MLT

Education Type (Pass Out)*
DIPLOMA IN ENGINEERING / TECHNOLOGY

Course Name*
CEMENT TECHNOLOGY

Specialization *
CEMENT TECHNOLOGY

Student ID (Unique Registration/Roll Number)*
98787876786623456787654323456543

Year of Passing *
2022

Month of Passing *
JUNE

Percentage * (For CGPA, convert into Percentage according to University formula)
99

moenats.aicte-india.org/student_register.php

Email (Will be used as a Username for Login Purpose)*
mihey1045@soremam.com

Mobile No (Will be used as a Username for Login Purpose)*
8686868686

Password*

Confirm Password*

☐ Show Password

☐ I'm not a robot

reCAPTCHA
Privacy · Terms

Student Register

Quick links Help & Reports Others

2. Student Profile

Following are the basic details to be filled by student at time of registration:

The screenshot displays the NATS student dashboard at the URL moenats.aicte-india.org/student_module/student-dashboard-eligibility-check.php. The header features the Government of India emblem, the text 'National Apprenticeship Training Scheme (NATS) Instituted by Boards of Apprenticeship Training / Practical Training Ministry of Education, Government of India', and a 'Logout' link. A progress bar contains five steps: 1. Basic Details (active), 2. Education Details, 3. Communication Information, 4. Training Preferences, and 5. Bank Details. The 'Basic Details' section includes a label 'Passport Size Photo (only jpeg & png)*' and a file upload area with a 'Choose File' button and the text 'No file chosen'. The Windows taskbar at the bottom shows the search bar, application icons, and system status (40°C Haze, 4:53 PM, 6/12/2023).

The first step basic details – show the details filled in the before filled registration form. The student shall continue to fill their profile.

The screenshot shows a web browser window with the URL `moenats.aicte-india.org/student_module/student-dashboard-eligibility-check.php`. The page is titled "Basic Details" and contains a form for entering student information. The form fields are as follows:

Basic Details	
Passport Size Photo (only jpeg & png) (Click Here) download (11.0MB)	
Name of Student *	Date of Birth *
MAHESH	10 SEP 2001
Gender *	Category *
FEMALE	OBC
Mother's Name *	Father's Name *
T PREMA	K P THANGAIAH
Aadhaar Number *	Aadhaar
XXXX XXXX 7575	View Aadhaar
Minority *	
NO	
Person with Disability *	
NO	
Email *	Mobile *
vanidul1992@rediffmail.com	9788898888
Save and continue	

At the bottom of the page, there is a navigation bar with "Quick links", "Help & Reports", and "Others". The Windows taskbar at the bottom shows the system clock as 4:54 PM on 6/12/2023, with a temperature of 40°C and a "Haze" weather condition.

STEP 2: Education details:

Students need to provide education details like course/college details . The forms would appear in the below format:

← → ↺ moenats.aicte-india.org/student_module/student-dashboard-education-details.php

✉ Gmail ▶ YouTube 🗑 Maps

DIPLOMA IN ENGINEERING / TECHNOLOGY Joint offer *

Higher Secondary (10+2) ○ Diploma ○ High School (10th) ○ ITI
School / Institute State*

DELHI

School / Institute District*

NORTH EAST DELHI

School / Institute Name*

KV

School / Institute Board Name*

OTEA

Student ID (Enrollment Number) *

1878677554512123456789012345678901

School Percentage / CGPA (For CGPA, convert into Percentage according to School formula)*

99

About your Self *

IM DEVELOPER

General Skills (Add comma separated values eg. Skill1.Skill2 and space is not allowed) *

CEBENT

Languages Known (Add comma separated values eg. Hindi.English and space is not allowed)

ENGLISH

Save and Continue

Quick links

- MOE
- NAPS portal of MIDE
- AICTE
- National Career Service (NCS)
- Local Model Centre
- Contact Us

Help & Reports

- FAQs
- Establishment Manual
- Process Manual (English)
- Process Manual (Hindi)
- Quarterly Skill Assessment
- Annual Report
- Look Back

Others

- Apprentices act
- RTI
- Stenamp
- Disclaimer
- Privacy
- PDSH Handbook

india.gov.in

Skill India

MOE

Ministry of Education

Windows Taskbar: Type here to search, 40°C Haze, 4:58 PM 6/12/2023

STEP 3: Communication Information

In this address details/mobile details of the student is asked.

The screenshot shows a web browser window with the URL moenats.aicte-india.org/student_module/student-dashboard-communication-info.php. The page header includes the NATS logo and the text "National Apprenticeship Training Scheme (NATS) Instituted by Boards of Apprenticeship Training / Practical Training Ministry of Education, Government of India". A navigation bar at the top contains five tabs: "1 Basic Details", "2 Education Details", "3 Communication Information" (which is active), "4 Training Preferences", and "5 Bank Details". Below the navigation bar, there is a red text link: "If you don't know your area pin code please click <https://www.indiapost.gov.in/vas/pages/findpincode.aspx> to find". The form is divided into two sections: "Permanent Address" and "Present Address". Each section has a checkbox labeled "Present Address same as Permanent Address". The "Permanent Address" section has the following fields: "Pin Code *" (110070), "Post Office *" (MASOOD PUR BO), "District *" (NEW DELHI), "State/UT *" (DELHI), and "Address *" (VASANTH KUNJ NEAR AICTE). The "Present Address" section has the same fields, with the "Pin Code" and "Address" fields pre-filled with the same values as the permanent address. A "Save and continue" button is located at the bottom of the form. The Windows taskbar at the bottom shows the search bar, task view button, and several application icons. The system tray on the right shows the temperature (40°C Haze), battery level, network status, and the date and time (ENG IN 4:59 PM 6/12/2023).

STEP 4: Training preferences

Further, the student needs to update the training preferences such as field and location of apprenticeship.

Browser tabs: National Apprenticeship Traini... x, National Apprenticeship Traini... x, +

Address bar: moenats.aicte-india.org/student_module/training_details.php

Navigation: Gmail, YouTube, Maps

Header: National Apprenticeship Training Scheme (NATS) 
Instituted by Boards of Apprenticeship Training / Practical Training
Ministry of Education, Government of India

Logout

Progress bar: 1 Basic Details, 2 Education Details, 3 Communication Information, 4 Training Preferences, 5 Bank Details

Training Preferences

Location Preference

Preferred State - 1: DELHI

Preferred District - 1: NEW DELHI

Preferred State - 2: DELHI

Preferred District - 2: EAST DELHI

Preferred State - 3: DELHI

Preferred District - 3: NORTH DELHI

Field Preference

Preferred Field - 1: ENERGY

Preferred Field - 2: BEAUTY AND WELLNESS

Preferred Field - 3: COATINGS AND PAINT

Save and continue

Windows taskbar: Monday, June 12, 2023, 40°C Haze, 5:02 PM, 6/12/2023

STEP 5: Bank details

The students are asked to fill the bank account details, for stipend receiving.

National Apprenticeship Training Scheme (NATS)
Instituted by Boards of Apprenticeship Training / Practical Training
Ministry of Education, Government of India

Logout

1 Basic Details 2 Education Details 3 Communication Information 4 Training Preferences 5 Bank Details

We assure you that your bank details will not be shared with anyone without your consent. NATS team will never ask for your Debit Card/Bank Account details on phone call or through any other medium. In case you receive any such request, you are encouraged to report the matter to us.

Please finish the bank accounts details in which you want to get stipend by establishment.

IFSC Code *
SBIN0015852

Bank Branch Name *
NBT, NEW DELHI

Bank Name *
STATE BANK OF INDIA

Name of the Account Holder *
MANISHA

Bank Account Number *
58985650507582755

Upload Passbook (Only pdf) *
Choose File

Save and Preview

Quick links
 → MoE
 → NAPS portal of MSDE
 → AICTE
 → National Career Service (NCS)
 → Local Model Centre

Help & Reports
 → FAQs
 → Establishment Manual
 → Process Manual (English)
 → Process Manual (हिन्दी)
 → Quarterly Skill Assessment

Others
 → Apprentices act
 → RTI
 → Stamp
 → Disclaimer
 → Privacy

India.gov.in
Skill India
45+ Skills
Bharat New India

40°C Haze ENG IN 5:04 PM 6/12/2023

STEP 6: Profile view and final submit

Scroll down to the end of the page, cross-check the details and click on “**SUBMIT**” button.

The screenshot shows the 'National Apprenticeship Training' portal. The user is logged in as 'National Apprenticeship Trainee'. The page title is 'National Apprenticeship Training'. The URL is 'moenats.aicte-india.org/student_module/student_edit_profile_view.php'. The form contains the following fields:

- Preferred State - 1:** DELHI
- Preferred State - 2:** DELHI
- Preferred State - 3:** DELHI
- Preferred District - 1:** NEW DELHI
- Preferred District - 2:** EAST DELHI
- Preferred District - 3:** NORTH DELHI
- Field Preference:**
 - Preferred Field - 1:** ENERGY
 - Preferred Field - 2:** BEAUTY AND WELLNESS
 - Preferred Field - 3:** COSTUMES AND FASHION
- Bank Details:**
 - IFSC Code *:** SBIN0001000
 - Bank Name *:** STATE BANK OF INDIA
 - Bank Account Number *:** 30000000000000000000
 - Bank Branch Name *:** NEW DELHI
 - Name of the Account Holder *:** MANISHA
 - Upload Bank Passbook *:** View

At the bottom, there is a declaration section with a checkbox and a 'Final Submit' button.

3.Contract management by Student

Apprenticeship advertisement on student dashboard

Advertisements show on dashboard in listing way, they can apply to their suitable apprenticeship by viewing the details like,

1. Apprenticeship title, description, duration, location, skills required, qualification required to apply.
2. After applying, they can check for application status from the application management

Student dashboard with apprenticeship advertisement

Apply against Skills vacancies

Industry Name	Post Title	State	District	Vacancies	Date of Publication	Last Date to Apply	View	Action	Status
Vamsi tech	ECE	ANDHRA PRADESH	VISAKHAPATNAM	10	21-Jul-2022	28-Jul-2022	View		

Student has to accept the contract request from establishment firstly, in order to send request to BOAT for final confirmation.

Application Management

Applied Apprenticeship

Location	State Name	Company Name	Apprenticeship Name	Date of Application	Status	Action
DEHRADUN	UTTARAKHAND	Akash	TITLE	25-Jul-2022	Akash Industry generating the contract for Apprenticeship Training whether you would to Accept or Reject	<button>Accept</button> <button>Reject</button>

On acceptance, Contract request sent to BOAT for approval

Apply against Skills vacancies

Industry Name	Post Title	State	District	Vacancies	Date of Publication	Last Date to Apply	View	Action	Status
Akash	TITLE	UTTARAKHAND	DEHRADUN	13	23-Jul-2022	23-Jul-2022	<button>View</button>	<button>Applied</button>	Contract Sent For Approval of Boat

3.1 Contract Accepted and downloaded

Contract management by student

After the establishment contract initiation, student has to accept the contract request from establishment firstly, in order to send request to BOAT for final confirmation.

Contract is download by student & engaged into apprenticeship program

BOARD OF PRACTICAL TRAINING (EASTERN REGION)

(An Autonomous Body Under Ministry of Human Resource Development, Department of Higher Education, Government of India)



Block- EA, Sector- I , Salt Lake City, Opp to Labony Estate , Kolkata - 700064

Phone No: 033 - 23370750 / 23370751 Fax No: 033-2321 6814 Email: info@boptr.gov.in

Website: <http://www.mhrdnats.gov.in/>



APPRENTICESHIP CONTRACT REGISTRATION FORM

APPRENTICE INFORMATION

Name	Gender	Date of Birth	Age	
BITTU KUMAR	M	2003-01-16	19	
Father / Mother Name	Enrollment Number	Caste	PWD	
AJAY MANDAL	1171818025	OBC	N	
Address for Communication	Mobile Number	Email Address	Age 19	
Barhiya SO, WARD NO 17, BARHIYA, LAKHISARAI, LAKHISARAI, UTTARAKHAND, 811302	6206925676	bittu16012003@gmail.com	25	
	Father / Mother Name	Enrollment Number	Caste	
	AJAY MANDAL	1171818025	OBC	
PWD				
N				

EDUCATIONAL QUALIFICATION

Name of the Institution / College /University	Univ. Regn. Number / DOTE / Month & Year of passing DTE Regn. Number / +2 Regn	Educational Qualification
GOVT. POLYTECHNIC	1-512869913 October, 2021	COMPUTER SCIENCE AND ENGINEERING - COMPUTER SCIENCE AND ENGINEERING

TRAINING DETAILS

Training start date	Period of Training	Stipend Rs. per month
12-07-2022	Months	8000
The apprentice would be undergoing training under section 22 (1)		

NAME AND ADDRESS OF THE EMPLOYER

Akash -	Doranda, Ranchi	RANCHI, JHARKHAND - 834002
---------	-----------------	-------------------------------

4. Student Profile LOCKED

1. Once a student contract is created, their profile is locked as they can't apply for any more apprenticeships.
2. If they need any change in profile they need to request BOAT for it.

So, If the student is selected through SEC 22(A), the student is taken as employee into same Establishment after apprenticeship program is finished.

If its SEC 22(B), student can apply to jobs available after the apprenticeship program ends.

Dashboard	Profile	Issues/Grievances	Application Management	Issues/Grievances	Event Management	Help	Logout
-----------	---------	-------------------	------------------------	-------------------	------------------	------	--------

Welcome, ECE STUDENT!

Your profile is locked as you are doing apprenticeship click here to raise change your profile

Contact Us

Email: natssupport_student@aicte-india.org

Landline: 011-29581332

Candidate Instruction Manual

THE APPRENTICESHIP PORTAL

The Apprenticeship Portal is a website of the Central Government for exchange of information on Apprenticeship. The public view gives you access to information on Apprenticeship Opportunities Posted by Companies, Registered Candidates, and Apprenticeship Guidelines.

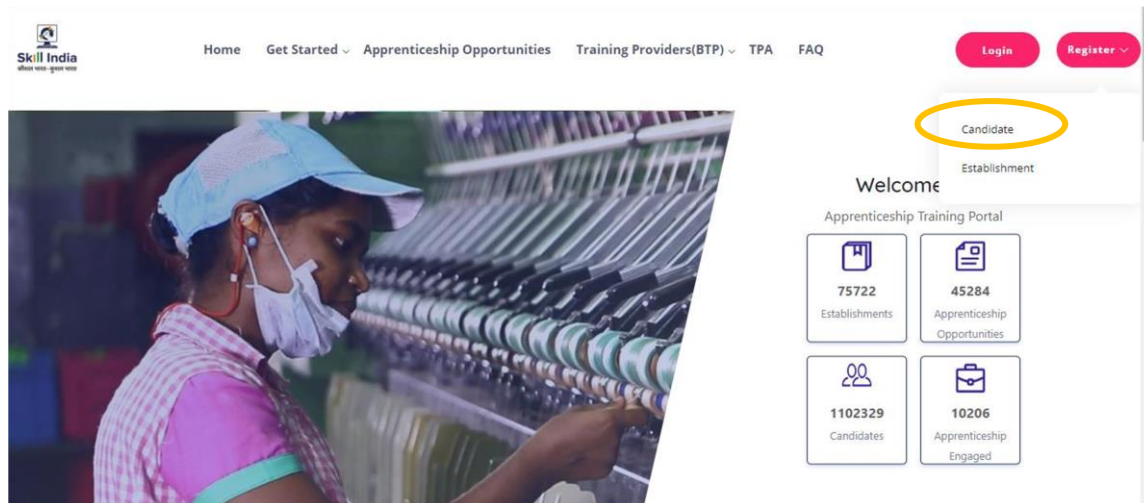
The Candidates can access to information such as available Apprenticeship Opportunities basis the Search Parameters like State, District, Sector and Trade, Organization and so on. To apply against available apprenticeship opportunities, it is mandatory for you register on the portal. The steps for registration are as follows:

The screenshot shows the 'Apprenticeship Opportunities' portal. At the top, there is a navigation bar with the 'Skill India' logo, links for 'Home', 'Apprenticeship Opportunities', and 'Training Providers(BTP) ~ TPA', and 'Login' and 'Register' buttons. Below the navigation bar is a large blue header with the text 'Apprenticeship Opportunities'. The main content area features a search bar on the left with a dropdown menu showing 'Software', 'Junior Software', 'Junior Software Developer', 'Junior Software Developer and', 'Junior Software Developer and Web', and 'Junior Software Developer and Web Develo...'. To the right of the search bar is a large white input field with a 'Clear' button. Below the search bar, there is a pagination control showing '1' as the current page, with 'Prev' and 'Next' buttons, and a '15' page indicator. The text '830 Opportunities' is displayed below the pagination control.

Note: The fields marked in * are mandatory.

Candidate Registration

Click on the **“Register”** button the top toolbar and select the option **Candidate**.



A **Short Registration Form** will open (as shown below). You would be required to fill your Basic, Family and Contact details and click continue.

Note: Please enter a valid email ID as the activation link will be send through a mail to that ID. Also, remember the password and you will use it to login to your account on the Apprenticeship Portal.

The image shows the 'Candidate Registration' form on the Skill India Apprenticeship Training Portal. The form is titled 'Candidate Registration' and contains a 'Personal Details' section. The fields in the 'Personal Details' section are: Name (required), Father/Mother/Spouse Name (required), Relationship (required), Date of Birth (required, format DD-MM-YYYY), and Gender (required, dropdown menu). There are also placeholder text labels for each field: 'Enter Name', 'Enter your Father/Mother/Spouse Name', and 'Select Gender'.

Mobile Number

Enter Mobile Number

Email ID *

Enter Email ID

Email ID is required

Password *

Password

Confirm Password *

Confirm Password

Your password must be 6 characters long.
Password is required

☐ Disclaimer

By signing up, you agree to the Terms of Service and Privacy Policy, including cookie Use others will be able to find you by email or phone number when provided

Submit

A dialog Box with the **Registration number** will notify your account creation after which you will receive an activation Email on the registered Email Address.

Father/Mother/Spouse Name *

Father/Mother/Spouse Name

Relationship *

Relationship

Enter your Father/Mother/Spouse Name

Date of Birth *

DD-MM-YYYY

Mobile Number

Enter Mobile Number

Password *

Password

Your password must be 6 characters long.
Password is required

☐ Disclaimer

By signing up, you agree to the Terms of Service and Privacy Policy, including cookie Use others will be able to find you by email or phone number when provided

Registered Successfully!!

Please check your email for activation!

Please note this registration number

A012019005631

OK

On the Email, click the '**Activate**' button (as shown in the image below)

Apprenticeship Portal

Dear ananya,

Reply all |   Delete Junk |  ...

Please note this number for all communications

Please Activate your Account

 Activate

Thank you for using our application!

Regards,
Apprenticeship Portal

If you're having trouble clicking the "Activate" button, copy and paste the URL below into your web browser: <https://apprenticeshipindia.org/activate/5c4df58f44f7d76386684f82/LLtqmuVvCX7se3ppN8hFzw5upmNT6S>

Login

Once you click on the Activate Button, the screen will automatically **redirect you to the Log-In page** (see below) where you type your registered **Email ID/Registration Number**

and Password (*the email ID and Password are the same you mentioned during registration*) to login.

[Home](#) [Apprenticeship Opportunities](#) [Training Providers\(BTP\)](#)  [TPA](#)

Login



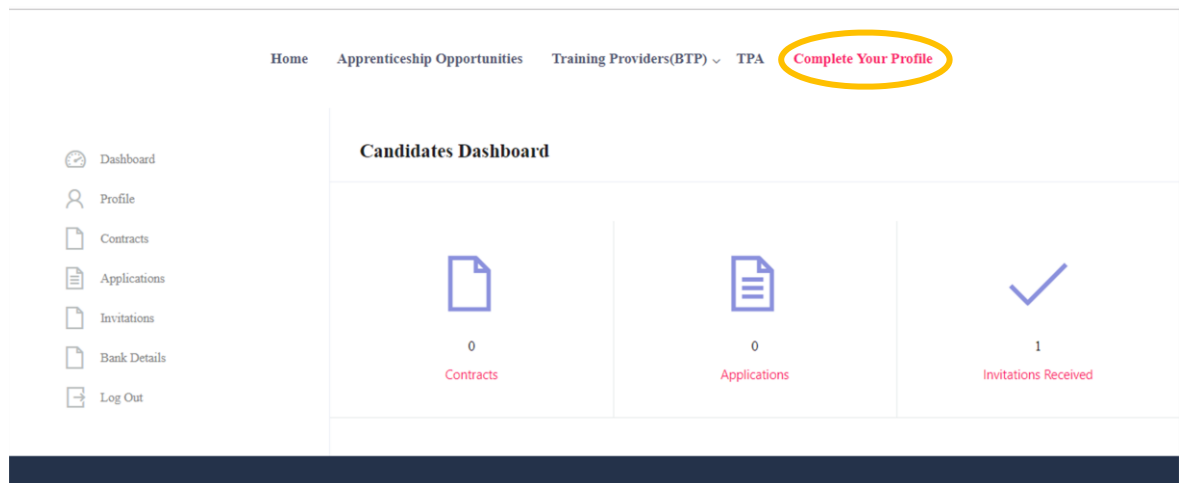
Login

[Resend activation link?](#)

[Forgot Password?](#)

Profile Completion

Once Logged In, you will have to click on the button **‘Complete Your Profile’** (encircled below). You will not be able to apply to any Apprenticeship Opportunity without completing your profile.



Start by clicking the **‘Edit’** button (encircled below) to add your “About Me” and Contact Details.

[About](#) [Contact](#) [Education](#) [Preference](#)

About Me [✎ Edit](#)

Registration Number	A012019005632	Name	Ananya
Date of Birth	15-01-1982	Gender	Female
Email	ananya.nanda@nsdcindia.org	Phone Number	--
Category	--	PMKVY Number	--
Disability	--	Father/Mother/Spouse Name	gautam
Relationship	Father	Guardian Name	--
Guardian Relationship	--	Candidate Signature	--

Contact Details

Address Line 1	--	Address Line 2	--
City	--	Pin code	--
State	--	District	--

Candidate Overview

Gender
Female

Mobile Number

Email
ananya.nanda@nsdcindia.org

On clicking the 'Edit' button, the following screen will emerge. *The fields marked in '**' are mandatory.*

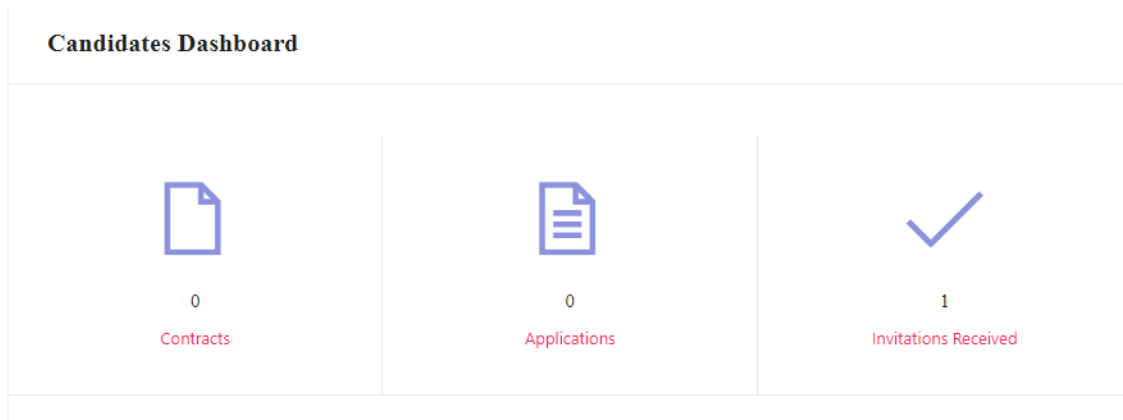
[Home](#) [Apprenticeship Opportunities](#) [Training Providers\(BTP\) ▾](#) [TPA](#) [Complete Your Profile](#)

[< back to profile](#)

Basic Details

Email	Mobile Number
ananya.nanda@nsdcindia.org	Enter Number
Gender	Has Disability
Female	☐ Yes ☐ No
Date Of Birth *	Date Of Birth Document *
15/01/1982 	Choose file No file chosen
Please upload only (jpeg, jpg, png, pdf) files Maximum 4MB only allowed	
Father/Mother/Spouse Name *	Relationship *
gautam	Father
Id Proof Type *	Document Proof *
Select Proof type	Choose file No file chosen

Understanding Candidate Dashboard



There are 3 items on your dashboard and they are explained below:

1. **Invitations Received** – Some companies screen your profile and if they feel you're fit for the opportunity, they send out an invitation to you to apply to the opportunity. This section lists the number of invitations received by the candidate.
2. **Applications:** This section lists the number of Apprenticeship Opportunities you had applied to.
3. **Contracts:** This section will show the contract you have signed with the company. Multiple companies can send you contracts, however, you will only be able to accept one.

Apply to Opportunities

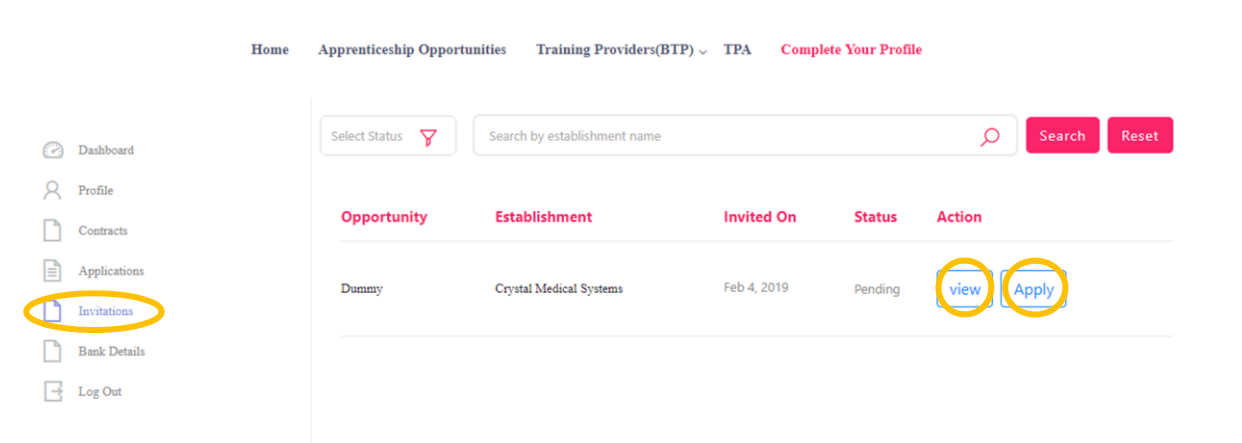
You can use the option “**Apprenticeship Opportunities**” on the top toolbar to view the opportunities. You can search by **keywords**, such as ‘hospitality’ or ‘fitter’, ‘operator’, “chef”, “sewing machine” and so on in the ‘Search Opportunities’ section (encircled below)

The screenshot shows the 'Apprenticeship Opportunities' web application. At the top, a navigation bar includes 'Home', 'Apprenticeship Opportunities' (highlighted with a yellow circle), 'Training Providers(BTP)', and 'TPA'. Below this is a dark blue header with the text 'Apprenticeship Opportunities'. On the left, a search bar contains the text 'chef' (highlighted with a yellow circle), and a dropdown menu shows suggestions: 'Chef', 'Trainee Chef', 'trainee Chef' (highlighted), and 'Trainee Chef Apprenticeship'. To the right of the search bar is a 'Clear' button. Below the search bar is a pagination control showing '1' of 15 items, with 'Prev' and 'Next' buttons. The main content area is titled '911 Opportunities'. The first listing is for a 'Customer Relationship Executive' at 'Nayron Global Solutions Pvt Ltd'. It includes a description: 'Person will be handling customer over the email and chat. Calling will b...'. Below the description are fields for 'Location' (Gurgaon, Haryana), 'Duration' (900 Hours), and 'Posted On' (04-02-2019). At the bottom of the listing are 'Apply' and 'View' buttons, with the 'Apply' button highlighted by a yellow circle. The second listing is for an 'Apprentice' at 'BAPS Shastriji Maharaj Hospital', also with 'Apply' and 'View' buttons.

Simply click on the ‘**Apply**’ button (encircled above) to apply to the opportunity of your choice.

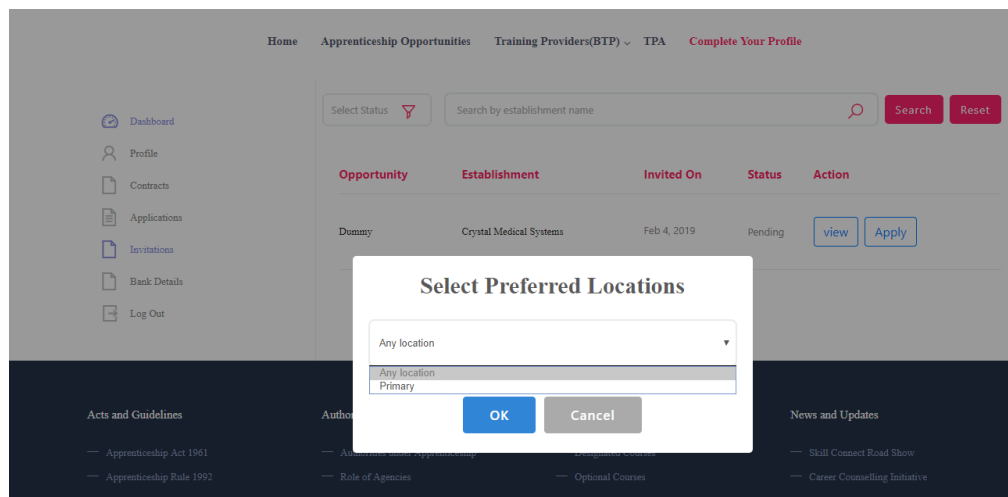
Invitations

Companies can view your profile and invite you to apply to an apprenticeship opportunity posted by them. You can view them by clicking the **'Invitations'** option (encircled below) on the left menu.



You can view the details of the opportunity by clicking on the **'View'** button (encircled above). If the opportunity interests you, you can click on the **'Apply'** button (encircled above) to apply to the opportunity.

On clicking 'Apply', you will be given the option to **choose the location** (in cases where the company has offered opportunity in several locations). The following box will appear and you can choose the location based on your preference.



Applications and Selection Process

You can view all your application on the tab 'Applications' (encircled below) on the left menu.

Home Apprenticeship Opportunities Training Providers(BTP) TPA

Select Status Search Reset

Opportunity	Establishment	Applied On	Status	Action
Food and Beverage Service Trainee Course name: Food and Beverage Service Trainee	The Chocolate Room India Private Ltd	31-01-2019	Pending	View
Food and Beverage Service Trainee Course name: Food and Beverage Service Steward	NEW ARAM RESTAURANT AND LODGING BOARDING JAMNAGAR	31-01-2019	Contract issued	View
Front office Trainee Course name: Front Office Trainee	NEW ARAM RESTAURANT AND LODGING BOARDING JAMNAGAR	31-01-2019	Contract issued	View

The page will show you a summary of all your applications.

After to an Opportunity, the company will review your profile and call invite you for an interview. If the company selects you, they will issue a 'Contract', and you will be able to see this in the 'Status' column above.

View and Accept Contract

If a company wants to make you an offer, they will send the contract to you. To view the list of contracts, click on the option **'Contracts'** (encircled below) in the left menu

Home Apprenticeship Opportunities Training Providers(BTP) TPA

Select Status Search by contract code **Search** **Reset**

Code	Opportunity	Establishment	StipendActions
TMPCON012019000478	Food and Beverage Service Steward Course Food and Beverage Service Steward	NEW ARAM RESTAURANT AND LODGING BOARDING JAMNAGAR	View
CN022019000271	Front office Trainee Course Front Office Trainee	NEW ARAM RESTAURANT AND LODGING BOARDING JAMNAGAR	View
CN022019000271	Front office Trainee Course Front Office Trainee	NEW ARAM RESTAURANT AND LODGING BOARDING JAMNAGAR	View

To view details of the contract, click on the option **'View'** (encircled above).

You will be able to see all details of opportunity – Stipend details, working days, location and so on. If all the details are correct as per your knowledge, you can accept the contracts by selecting the option **'Sign'** (encircled below). If for any reason, you don't plan to accept the opportunity, you can select the option **'Reject'** and the contract will get deleted.

Home Apprenticeship Opportunities Training Providers(BTP) TPA

CODE: TMPCON012019000478
(Contract to be signed within 5 days from contract generation)

Status: Pending **Sign** **Reject**

Opportunity			
Name	Food And Beverage Service Steward	Code	AO002013
Stipend Details		Contract Generated at	31-01-2019

Course Details			
Course Code	CO012019000008	Course Name	Food and Beverage Service Steward